

Setting voicemail greetings on Ooma Yealink Phone.



On the phone where voicemail is set up (*Usually the primary reception phone*):

Press the message button (*as if you were checking your voicemails*).

Press 5 to enter the menu to change your settings:

Press 1 to record your standard voicemail message.

-OR-

Press 4 to record a temporary voicemail message (*for holidays/inclement weather/other unusual closings*).

-OR-

Press 5 to delete a previously recorded temporary message and reinstate your standard voicemail message.